

MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL MEETING HELD TUESDAY,
OCTOBER 28, 2014, AT 7:00 P.M. IN THE COTTONWOOD HEIGHTS CITY COUNCIL CHAMBERS

Members Present: Mayor Pro Tempore Scott Bracken, Councilman Mike Shelton, Councilman Tee Tyler, Councilman Mike Peterson

Excused: Mayor Kelvyn Cullimore, Deputy City Manager Linda Dunlavy, Police Chief Robby Russo

Staff Present: City Manager John Park, Public Relations Specialist Dan Metcalf, Community and Economic Development Director Brian Berndt, Assistant Fire Chief Mike Watson, Public Works Director Mike Allen, Assistant Police Chief Paul Brenneman, City Attorney Shane Topham, Finance Director Steve Fawcett

Others Present: Sheryl McAllister, Jill McGee, Gary McGee

1.0 WELCOME/PLEDGE/ACKNOWLEDGEMENTS

1.1 In the absence of Mayor Cullimore, Mayor Pro Tempore Scott Bracken called the meeting to order at 7:04 p.m. and welcomed those attending.

1.2 The Pledge of Allegiance was led by Councilman Peterson.

2.0 CITIZEN COMMENTS

2.2 Mayor Pro Tempore Bracken opened the public comment period.

2.3 Nancy Hardy asked about the possibility of live streaming audio of city council meetings as a less expensive alternative to video broadcasts. She contacted Salt Lake City, whose experience is that having the audio stream results in citizens being more involved and interested.

2.4 City Manager, John Park, stated that an audio CD can be made available within 24 hours of a meeting, a fee is involved. Having the audio available on the City's website within 24 hours is also being considered.

2.5 Councilman Peterson indicated that he is very supportive of making the audio immediately available.

2.6 Sheryl McCallister stated that she appreciates the City's website being updated with meeting minutes. She also recommends that any meetings of the Historical Committee be very detailed and thoroughly preserved for generations to come. She requested that the presentation materials and renderings from the city council work session meeting pertaining to medians be made available on the city website.

2.7 Jill McGee concurs with Ms. Hardy's comments and stated that a City is most effective when information is accessible to citizens. The technology is available and making the meetings available to those who are not able to attend will greatly benefit all.

3.0 PUBLIC HEARING

3.1 Public Hearing to Receive Input on a Proposed Vacation of a Right-of-Way or Easement

- 3.1.1 Mayor Pro Tempore Bracken stated that the first public hearing is for a proposed vacation of a right-of-way or easement on the back yards of residents on Palma Way. The public hearing was opened.
- 3.1.2 Robin Bateman thanked the City for their work and efforts in handling and completing this matter.
- 3.1.3 There were no further comments.
- 3.1.4 **MOTION:** Councilman Peterson moved to close the public hearing. The motion was seconded by Councilman Tyler and passed unanimously on a voice vote.

3.2 **Public Hearing to Receive Input On the proposed amended budget for Cottonwood Heights for the period of 1 July 2014 through 30 June 2015**

- 3.2.1 Mayor Pro Tempore Bracken stated that the second public hearing is to receive input on an amended budget. Regular Budget Amendments are completed quarterly to make sure the budget stays accurate with what actually is occurring. The public hearing was opened.
- 3.2.2 Finance Director, Steve Fawcett, stated that this is the first amendment for the fiscal year and it includes several housekeeping items. He reported that the item 1 is additional grant revenue that was received, much of it as reimbursement, and needs to be appropriated. Item 2 allows the proceeds from the sale of two motorcycles to purchase a replacement for the Police Department. Item 3 recognizes the revenue generated by the Arts Council, as well as per Council intent, as an unspent appropriation from last year. Item 4 involves taking the appropriations not utilized for Capital Improvement budgets, recognizing that the project is still open, and carrying forward those budgets. Item 5 pertains to funds set aside the previous fiscal year that lapsed for the contract with CivicLive for the website redesign. The funds are being re-appropriated.
- 3.2.3 Mayor Pro Tempore Bracken opened the public hearing.
- 3.2.4 There were no public comments.
- 3.2.5 **MOTION:** Councilman Shelton moved to close the public hearing. The motion was seconded by Councilman Tyler and passed unanimously on a voice vote.

4.0 **REPORTS/PROCLAMATIONS/RECOGNITIONS**

Standing Monthly/Quarterly Reports

4.1 **Monthly Financial Report**

Finance Director, Steve Fawcett, presented the Monthly Financial Report for September. He stated that currently sales tax collections are above 102% of the prior year and revenue continues to grow. October receipts are down slightly from the previous month and are projected to be on budget. With regard to property tax, no problems are foreseen. All other sources of revenue seem to be on target. All departments are spending funds as necessary. The Council budget appears larger due to the property insurance paid out of their budget, but will go down once it is allocated to each department. Larson and Company, the external auditors, have been brought in earlier this year to complete the audit before December 1. All of the event budgets are on target. It is expected that the unallocated fund balance will total approximately \$800,000.

A complete copy of this report is available on the City's website

4.2 Unified Fire Report

Assistant Fire Chief, Mike Watson, presented the Unified Fire Report for the month of September. He stated that in terms of overall call volume among all UFA stations Station 110 came in 4th with 179 calls 132 were medical calls and 47 were fire calls. Station 116 had 75 calls 59 were medical calls and 16 were fire calls. Station 110 had 132 total medical calls with 68 Advanced Life Support (ALS) calls resulting in 38 transports; and 64 Basic Life Support (BLS) calls resulting in 14 transports. Station 116 had 59 total medical calls with 31 Advanced Life Support (ALS) calls resulting in 26 transports; and 28 Basic Life Support (BLS) calls resulting in 1 transport.

The customer service message consisted of the Cottonwood Heights Public Safety Fair, a scout troop talk and demonstration, extrication, and ZOLL target solutions, and SLIC-ER training. The safety message pertained to winter fire safety. Chief Watson urged smokers to smoke outside. He also recommended that space heaters be given proper space and that citizens be kitchen wise when cooking and practice stop, drop, and roll. With the upcoming time change, Chief Watson emphasized the need to change smoke detector batteries.

A complete copy of this report is available on the City's website

5.0 ACTION ITEMS

5.1 Consideration of Ordinance No. 229 Adopting an Amended Budget for the Period of 1 July 2014 Through 30 June 2015

5.1.1 Mayor Pro Tempore Bracken stated that the above resolution is to amend the adopted quarterly budget to account for intervening changes in expenditures.

5.1.2 **MOTION:** Councilman Tyler moved to approve Ordinance 229. The motion was seconded by Councilman Shelton. Vote on motion: Councilman Shelton-Aye, Councilman Peterson-Aye, Councilman Tyler-Aye, Mayor Pro Tempore Bracken-Aye. The motion passed unanimously.

5.2 Consideration of Ordinance No. 230 Approving a Vacation of a Right-of-Way or Easement

5.2.1 Mayor Pro Tempore Bracken stated that the proposed ordinance is for the vacation of a right-of-way easement as discussed earlier in the meeting.

5.2.2 Councilman Tyler thanked those who worked on the item and stated that the approval would tie up loose ends.

5.2.2 **MOTION:** Councilman Peterson moved to approve Ordinance Number 230. The motion was seconded by Councilman Tyler. Vote on motion: Councilman Shelton-Aye, Councilman Peterson-Aye, Councilman Tyler-Aye, Mayor Pro Tempore Bracken-Aye. The motion passed unanimously.

5.3 Consideration of Ordinance No. 231 Amending Sections 2.140.104 and 2.140.602, Cottonwood Heights Code of Ordinances, Concerning Term Limits for City Advisory Committees

5.3.1 Mayor Pro Tempore Bracken stated that the proposed ordinance is to alter term limits for Historic Committee and Arts Council Members. The ordinance authorizes the City Manager to extend the service of meritorious committee members beyond two consecutive terms.

- 5.3.2 **MOTION:** Councilman Shelton moved to approve Ordinance Number 231. The motion was seconded by Councilman Tyler. Vote on motion: Councilman Shelton-Aye, Councilman Peterson-Aye, Councilman Tyler-Aye, Mayor Pro Tempore Bracken-Aye. The motion passed unanimously.
- 5.4 **Consideration of Resolution No. 2014-68 Approving an Interlocal Agreement with Salt Lake County to convey Surplus Real Property to Cottonwood Heights**
- 5.4.1 Mayor Pro Tempore Bracken stated that the proposed resolution is for a gap of unclaimed property lying between Wasatch Oak Condominiums/Oaks at Wasatch PUD and Bair Tree Park. Salt Lake County will quit claim its interest in that property to Cottonwood Heights.
- 5.4.2 City Attorney, Shane Topham, stated there are two individuals shown on the title and they are currently working to find them in order to get a quit claim of their interest in the property to clean up the title.
- 5.4.2 **MOTION:** Councilman Peterson moved to approve Resolution Number 2014-68. The motion was seconded by Councilman Shelton. Vote on motion: Councilman Shelton-Aye, Councilman Peterson-Aye, Councilman Tyler-Aye, Mayor Pro Tempore Bracken-Aye. The motion passed unanimously.
- 5.5 **Consideration of Resolution No. 2014-69 Appointing Tee Tyler as a Representative of the City of Cottonwood Heights to the South Salt Lake County Mosquito Abatement District**
- 5.5.1 Mayor Pro Tempore Bracken stated that the proposed resolution appoints Tee Tyler as a Representative of the City to the South Salt Lake County Mosquito Abatement District.
- 5.5.2 Councilman Tyler stated that he appreciates the opportunity to serve and recused himself from the discussion.
- 5.5.3 **MOTION:** Councilman Peterson moved to approve Resolution Number 2014-69. The motion was seconded by Councilman Shelton. Vote on motion: Councilman Shelton-Aye, Councilman Peterson-Aye, Mayor Pro Tempore Bracken-Aye. The motion passed unanimously. Councilman Tyler did not participate in the vote.
- 5.6 **Consideration of Resolution No. 2014-70 Approving an Agreement for Public Improvements**
- 5.6.1 Mayor Pro Tempore Bracken stated that the proposed resolution is for public improvements along 1700 East.
- 5.6.2 Mr. Park stated that the above agreement is between the City and Mrs. Gore and allows the City to construct the 1700 East sidewalk and grants a construction easement on the property.
- 5.6.3 **MOTION:** Councilman Shelton moved to approve Resolution Number 2014-70. The motion was seconded by Councilman Tyler. Vote on motion: Councilman Shelton-Aye, Councilman Peterson-Aye, Councilman Tyler-Aye, Mayor Pro Tempore Bracken-Aye. The motion passed unanimously.
- 6.0 **CONSENT CALENDAR**
- 6.1 **Approval of Minutes for October 14, 2014**
- 6.2 The minutes stood approved.

7.0 **ADJOURN BUSINESS MEETING AND RECONVENE WORK SESSION IN ROOM 250**

7.1 **MOTION:** Councilman Tyler moved to adjourn and reconvene the Work Meeting. The motion passed unanimously on a voice vote. The business meeting adjourned at 7:50 p.m.

Minutes approved: 11/11/2014